

THE *1720*
STANDING RULES
AND
ORDERS *200. f. 11.
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R. London.
OF THE
SOCIETY

For promoting Christian
Knowledge.



H L O N D O N :

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RULES and ORDERS

OF THE

SOCIETY

For Promoting CHRISTIAN
KNOWLEDGE.

*Orders relating to the Society in
general.*

I. **T**HAT this SOCIETY be called
by the Name of **The Soci-
ety for Promoting Christian Know-
ledge**: and that they meet the first *Tues-
day* in every Month, at Ten of the Clock
in the Forenoon.

II. THAT no Business be begun, till the
Devotions agreed upon by the Society are
performed: and that nothing be concluded
on, till four of the Subscribing Members
are present; but in case that Number
should not attend, that then the Members
present act as a Committee.

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III.

III. THAT the Chair be filled Monthly by a Rotation of Members present, and that at each Monthly Meeting a Chairman shall be declared, who shall preside (except when a Bishop is present) at every Meeting of the Committee, during his Month; but in his Absence, his Place shall be supply'd by such Member as the Society, or Committee, shall agree upon for that Day.

IV. THAT at every Meeting of the Society, the Minutes of the foregoing Meeting, and the Minutes of the intervening Committees be read; after which, all new Motions and Reports shall be made: and then such Letters or Abstracts of them shall be read, as the Committee shall direct to be laid before the Society.

V. THAT when any Person (excepting a Bishop) living within the Bills of Mortality, is proposed either for a Subscribing or Corresponding Member; he shall be recommended by two Members at least, who shall certify his Qualifications in the following Form, with the Year and Day of the Month, and their Names sign'd underneath.

“ WE the Underwritten do recommend A. B. to be a
 “ Member of the SOCIETY for
 “ *Promoting Christian Knowledge*, and do
 “ verily believe that he is well affected to
 “ His

“ His Majesty King GEORGE, and his
 “ Government, and to the Church of *Eng-*
 “ *land* as by Law establish’d ; of a sober
 “ and religious Life and Conversation :
 “ and of an humble, peaceable, and cha-
 “ ritable Disposition.”

But if the Person propos’d live at a greater distance from *London*, it is sufficient that he be so recommended by one Member. That every Proposal thus sign’d shall be read to the Members present at that Meeting of the Society, or Committee (wherein such Person is first propos’d) who shall be desir’d to inform themselves about the Truth of the same : and that this be done in like manner at the next Meeting of the said Society ; when the Members present, shall proceed to Election.

VI. THAT the Election of all Members be made by Balloting ; as also the Determination of such Questions as the Society cannot otherwise decide ; which Balloting shall be made by the Subscribing Members only : and to prevent the Messenger’s presenting the Box to any other, this Order shall be read upon every such Occasion ; and that when the Numbers in Balloting are equal, the Chairman shall have the casting Vote. But the Corresponding Members are desired to attend all the Meetings of the Society and Committee.

VII. THAT no Person chosen to be a Subscribing Member, be considered as such, till he signifies his Acceptance, by paying a voluntary Sum to the Treasurer for the Time being : And by Subscribing a Sum to be paid Quarterly, or Annually, for carrying on the Designs of the Society.

VIII. THAT every Member be desired not to withdraw his Subscription, without giving a previous Notice of three Months to the Society.

IX. THAT any Corresponding Member, who shall afterward subscribe in Person, or by Letter, a Yearly Sum to the Designs of the Society, shall from thenceforward be looked upon as a Subscribing Member, without any new Election.

X. THAT no Sum exceeding *Forty Shillings* be disposed of, (excepting for Books order'd upon the Terms of the Society) without considering the State of the Society's Cash : and that the Society do not enter into any new Article of Expence, that may occasion a Charge of *Twenty Pounds* or upwards, without giving Notice thereof in the printed Summons (which are to be always sent out before the Meetings of the Society) to all the Subscribing Members, in and about *London*.

XI. THAT the Society will always decline the intermeddling with such Matters as are foreign to their *Design of Promoting Christian Knowledge*.

XII.

XII. THAT the Society have an Anniversary Meeting of their Members, to Dine together once every Year : and that the Day be fixed, when the Report of the Audit is made.

XIII. THAT none of the standing Orders be repealed, suspended, or altered, till such Repeal, Suspension, or Alteration, has been proposed at two successive Meetings of the Committee ; and not determined till the next Meeting of the Society, when there shall be at least five Members present : and that the same Rule be observed for revoking or altering any thing that has been settled by Balloting.

XIV. THAT it be recommended to every Member, to pray to Almighty God for a Blessing on the Consultations and Endeavours of the Society.

XV. THAT when any Member is indisposed, and desires the Prayers of the Society, the Collect or Collects used in the Office for Visiting the Sick, be added to their usual Form.

Orders relating to the General Committee.

I. **T**HAT a General Committee of the Society's Members meet Weekly on *Tuesday* Morning, by ten of the Clock, and that the same consist of three, at least, of the Subscribing Members.

II. THAT they consider all References to them from the Society, and have Power to appoint Sub-Committees, and receive Reports from them, as also from the Committee for Receipts and Payments, or the Secretary : And that no Sub-Committee transact any Business, but what is referr'd to them by the Society, or the General Committee.

III. THAT they have Power to dispatch all Business not particularly reserved to the Society by their Standing Orders.

IV. THAT the Committee make a Report of their Proceedings, at each Meeting of the Society : and that they, or any of their Treasurers, have Power to call an extraordinary Meeting of the Society, during the Interval of the stated Monthly Meetings, as Occasion shall require.

V. THAT the Letters to the Society may be read when two Subscribing Members only are present ; who shall have Power to give Directions for answering them, and for sending any Packet that shall be desired, conformable to the Rules of the Society.

*Orders relating to the Committee
for Receipts and Payments.*

I. THAT the several Treasurers of this Society, for the Time being, be the

the Committee for Receipts and Payments: and that they keep distinct Accounts of all Subscriptions, Benefactions, and Receipts of any kind; and of their Disbursements on the Society's Account.

II. THAT their Accounts be Audited every Year, within one Month before or after *Lady Day*, by such Persons and on such Day as the Society shall appoint: And that the State of such Account, with a List of all Arrears then due, be laid before the Society, upon the Report of such Audit.

III. THAT the Treasurer for the Time being for Remittances for Packets of Books sent to Members, do, within a Month after *Lady Day* and *Michaelmas*, lay before the Committee an Account of such Members as are Twelve Months in Arrear for Books.

Orders relating to Books.

I. THAT a Printed List be kept of all the Society's Books and Papers, with the Prices at which they are disposed of to their Members.

II. THAT no Manuscript be Printed, nor any Printed Book or Paper bought, or reprinted, in order to be sent to the Members, but such as shall have been first approved in manner following; that is to say,
(1.) ' When any Manuscript, Printed
' Book or Paper, shall be recommended to
' the

the Society, to be printed at their Ex-
 pence, or bought into their Store, such
 Manuscript, Printed Book or Paper,
 shall be laid before the Committee, for
 their Consideration, whether a Treatise
 on such a Subject may be useful to
 the Designs of the Society; and if they
 are of that Opinion, then it shall be
 referred to the Perusal of four Subscrib-
 ing Members, who are to report their
 Opinion thereof as soon as may be; af-
 ter which, if it be thought fit to proceed,
 it shall be determined by Balloting at
 the next General Meeting of the Soci-
 ety, whether such Manuscript shall be
 printed, or such Book, or Paper, bought
 or reprinted, for the Service of the So-
 ciety.

(2.) When any printed Book or Paper
 shall be recommended to the Society, to
 be put into their List of Books, which are
 dispers'd occasionally among the Mem-
 bers, upon the Terms of the Society;
 that then every such printed Book or Pa-
 per, shall be referr'd in like manner as
 before, to four Subscribing Members;
 and that at the next General Meeting,
 after their Report, it shall be determined
 by Balloting, whether such Book or Pa-
 per shall be admitted into the said List.

III. THAT if any Book or Paper, ap-
 proved of in manner aforesaid, shall be al-
 tered, or receive any Additions, such Book
 or

or Paper shall not be dispersed by the Society, till such Alterations or Additions shall have been considered and approved of by the Committee.

IV. THAT no Book or Paper received by the Society, of which they have the Property, be reprinted without a new Order.

V. THAT any Book or Paper read, examined, and approved by the Committee, and afterwards agreed to by the Society, may be Printed, and dispersed, as the Society shall think fit, without passing the Forms before-mentioned.

VI. THAT the Sermon Preached at the Anniversary Meeting of the Children educated in the *Charity-Schools*, with the Account of the said Schools; the Sermon at the Anniversary Meeting of *the Society for the Propagation of the Gospel in Foreign Parts*, with the Abstract of their Proceedings; the Anniversary Sermon before *the Societies for Reformation of Manners*, the Anniversary Sermons with the Account annexed, before the Society at *Dublin* or in *London*, for *Promoting English Protestants Schools in Ireland*, and the Account of *Workhouses*, may be dispersed, without such Perusal and Examination as aforesaid, provided the Committee shall approve of the same.

Orders relating to Packets.

I. **T**HAT to every new Subscribing, and Corresponding Member, be sent a Copy of the printed *Account* of the *Society*, and of the *Standing Rules and Orders*, to inform them of its Constitution, and Designs.

II. **T**HAT any Subscribing or Corresponding Member, desiring a Packet of the *Society's Books*, may be furnished with the same, according to the Regulation agreed upon *Anno 1720. viz.* The Bound Books at prime Cost in Quires, the *Society* being at the Charge of Binding; and the Stitch'd Books at half Price.

III. **T**HAT no Book, or Paper be, at any time, put into the *Society's Packet*, but by Consent of the *Society*, or their Committee.

Orders relating to the Secretary.

I. **T**HAT the Secretary keep a fair Copy of the Proceedings of the *Society*, and Committee, in a Book, or Books, for that Purpose.

II. **T**HAT he do make an Abstract of all Letters sent to and from the *Society*, and enter the same in a Book, or Books, to be kept for that Purpose: and also enter into another Book, Copies at large, of such circular Letters as are sent to all the Members,

Members, and of such other Letters, or Papers, as the Society, or the Committee shall direct.

III. THAT there be Indexes kept in distinct Books, *viz.* One of *Names* in the Abstracts of Letters, and another of Things contained in the Minutes.

IV. THAT all Letters on Account of the Society, be directed to their Secretary, for the Time being, and by him brought to them, or the Committee.

V. THAT if any Corresponding Member shall omit to Correspond with the Society, by Letter or otherwise, for twelve Months, the Secretary shall give Notice of such Omission to the Society: and that he do also write to all Members whom the Treasurer shall return as being twelve Months in Arrear for Books.

VI. THAT he do lay before the Chairman, at every Meeting of the Society, or Committee, a Copy of their Standing Orders.

VII. THAT he likewise lay before them at every such Meeting, an Account of what Business remains undetermined.

VIII. THAT all the Orders of the Society for Books, to be furnished by their Bookseller for the Store, and other extraordinary Services, be signed by the Secretary, and kept by the Bookseller, on a File for that purpose, as Vouchers, to be produced by him at the Audit, together with his Bills.

IX.

IX. THAT when the Society have approved of any Books to be distributed, and a Price is settled upon the same, the Secretary give Notice thereof to the Members in the Country, when they are occasionally wrote to.

X. THAT he do give Notice to every Subscribing and Corresponding Member of his being elected: and that in his Letter of Notice to Subscribing Members, he do always transmit the *Seventh* Order relating to the Society in general.

XI. THAT he once a Quarter lay before the Society a List of such as have been chosen Subscribing Members, but have not Attended or Subscribed.

XII. THAT he do, after every Audit, enter fair, into five several Books, the Accounts relating to

The Designs of the Society in general.

The Protestant Mission to the *East-Indies*.

The *Arabick* Impression of the New Testament and Psalter.

Mrs. *Palmer's* Legacy of 4000 *l.* and Mr. *Belke's* Benefactions.

XIII. THAT he do, at the Anniversary Meeting of the Society, lay before them an Abstract of the most material Transactions of the preceeding Year.

Orders

Orders relating to the Messenger.

I. **T**HAT the Messenger do give timely notice of every Meeting of the Society, to all the Subscribing and Corresponding Members in and about *London*.

II. **T**HAT he do attend all Meetings of the Society and Committees, and on the Secretary every *Tuesday, Thursday, and Saturday* in the Morning; to receive Orders and Directions.

III. **T**HAT a Book of Packets sent to the Members be kept by him, and laid before the Chairman at every Meeting; wherein he is to enter the Day when each Packet was ordered, and when and how sent, and the Value of it.

IV. **T**HAT he do pay to the Treasurer for Subscriptions, whatever he receives on that Account, as often as he shall have the Sum of 12 *l.* in his Hands.

V. **T**HAT when any Subscribing Member, in *London* or *Westminster*, shall be in Arrear by the Space of twelve Months, for his Subscription, or for Books, the Messenger shall then call upon him. But no Member shall be call'd upon sooner, unless it shall be understood, that any Member is desirous to make his Payments half yearly or quarterly.

VI. **T**HAT he do take Care of the Books and Things that are in the Society's

ety's Store Room ; and enter in a Book kept for that Purpose, whatever is received into, or delivered out of the Store ; and from whom received, to whom delivered, and on what Day.

VII. THAT he do once a Year, as soon as may be after the Annual Account of the Society's Proceedings is printed, convey to all the Subscribing Members in and about *London*, one of a sort of such Books and Papers, as have been taken into the Society's Store in the preceeding Year : and that he likewise send the same to all Subscribing and Corresponding Members in the Country, whenever any Packets are desired by them, on the Terms of the Society.

F I N I S.



